

SENIOR EXECUTIVE SERVICES (SES) RECERTIFICATION

For use of this form, see 690-900; the proponent agency is ODCSPER

1. RECERTIFICATION PERIOD		2. NAME OF CAREER APPOINTEE IN THE SES (Last, First, Middle initial)
a. FROM	b. TO	
3. CURRENT PAY RATE ES-	4. POSITION TITLE AND ORGANIZATION	

5. STANDARD FOR RECERTIFICATION

The career appointee in the Senior Executive Service must perform at the level of excellence expected of a senior executive. Excellence means that the appointee has demonstrated over the recertification period that he or she has achieved excellence in:

- a. PLANNING FOR, SUBSTANTIALLY ADVANCING AND ATTAINING, PRESIDENTIAL AGENCY, OR ORGANIZATIONAL GOALS AND OBJECTIVES THAT REQUIRE A SUSTAINED SUPERIOR EFFORT;
- b. TAKING SPECIFIC INITIATIVES THAT ADVANCE A MAJOR POLICY AND/OR SIGNIFICANTLY IMPROVED DELIVERY OF SERVICES;
- c. TAKING THE NECESSARY ACTIONS TO ENSURE THE ACHIEVEMENT OF A QUALITY PRODUCT IN A TIMELY MANNER; AND
- d. MAKING SIGNIFICANT TECHNICAL, SCIENTIFIC, OR PROFESSIONAL CONTRIBUTIONS.

If applicable to the responsibilities of the appointee, he or she must also demonstrate that he or she has achieved excellence in:

(Check which apply)

APPLIES: YES NO

e. ACHIEVING SUBSTANTIAL SAVINGS IN THE EXECUTION OF PROGRAMS UNDER HIS OR HER DIRECTION;

f. MAINTAINING THE HIGH QUALITY AND EFFECTIVENESS OF A PROGRAM UNDER HIS OR HER DIRECTION WITH REDUCED RESOURCES AND/OR

g. PROVIDING STRONG LEADERSHIP TO ENHANCE THE DEVELOPMENT, UTILIZATION AND ACHIEVEMENTS OF SUBORDINATE PERSONNEL, INCLUDING ACHIEVEMENT OF EQUAL EMPLOYMENT OPPORTUNITY GOALS.

6. FACTORS TO BE CONSIDERED IN DETERMINING IF CAREER APPOINTEE MEETS STANDARD

a. PERFORMANCE RATINGS	19 _____	19 _____	19 _____
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b. PERFORMANCE AWARDS	19 _____	19 _____	19 _____
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c. PRESIDENTIAL RANK AWARDS	DISTINGUISHED 19 _____	MERITORIOUS 19 _____
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d. OTHER AWARDS AND RECOGNITION

e. DEVELOPMENTAL ACTIVITIES

The following recommendations/determinations are based on an assessment of the career appointee's overall performance during the recertification period in relation to the Standard for Recertification required by law, regulation and Army Regulations; preceding recommendations and justifications; and appointee's attachments.

7. SUPERVISOR'S RECOMMENDATION. I HAVE READ AND UNDERSTAND THE RECERTIFICATION TRAINING. (X as applicable)

a. RECERTIFY (Raise Pay)	TO ES-	b. CONDITIONALLY RECERTIFY (Lower Pay)	YES	NO
c. NOT RECERTIFY	d. IF APPROPRIATE: JUSTIFICATION ATTACHED			

e. SIGNATURE

f. DATE

8. CAREER APPOINTEE'S ACKNOWLEDGEMENT. I RECEIVED A COPY OF MY SUPERVISOR'S RECOMMENDATION. (X as applicable)

a.	I DO	DO NOT	WISH TO SUBMIT A STATEMENT	
b. IF STATEMENT IS MADE, IS IT ATTACHED?		YES	NO	

c. SIGNATURE

d. DATE

9. REVIEWING OFFICIAL'S RECOMMENDATION (X as applicable) (If the reviewing official is the same person as in Item 7, do not complete Item 9.)

a. RECERTIFY (Raise Pay)	TO ES-	b. CONDITIONALLY RECERTIFY (Lower Pay)	YES	NO
c. NOT RECERTIFY	d. IF APPROPRIATE: JUSTIFICATION ATTACHED		e. APPOINTEE RESPONSE ATTACHED	

f. SIGNATURE

g. DATE

10. PERFORMANCE REVIEW BOARD RECOMMENDATION (X as applicable)

a. RECERTIFY (Raise Pay)	TO ES-	b. CONDITIONALLY RECERTIFY (Lower Pay)	YES	NO
c. NOT RECERTIFY	d. IF APPROPRIATE: JUSTIFICATION ATTACHED		e. APPOINTEE RESPONSE ATTACHED	

f. SIGNATURE

g. DATE

11. APPOINTING AUTHORITY'S DETERMINATION/RECOMMENDATION (X as applicable)

a. RECERTIFY (Raise Pay)	TO ES-	b. CONDITIONALLY RECERTIFY (Lower Pay)	YES	NO
c. NOT RECERTIFY	d. IF APPROPRIATE: JUSTIFICATION ATTACHED		e. APPOINTEE RESPONSE ATTACHED	

f. SIGNATURE

g. DATE

12. DECIDING OFFICIAL'S DETERMINATION (X as applicable)

a. RECERTIFY	b. CONDITIONALLY RECERTIFY (Lower Pay)	YES	NO	c. NOT RECERTIFY
d. IF APPROPRIATE: JUSTIFICATION ATTACHED				

f. SIGNATURE

g. DATE